Amendments to the Specification:

Please replace the paragraph starting with "Now referring to FIGURE 2" beginning on page 6, lines 15-31 and ending on page 7, lines 1-2 with the following amended paragraph:

Now referring to FIGURE 2, a diagram illustrates that a plurality of devices is used to form a preferred embodiment of the address maintenance device according to the current invention. The address maintenance apparatus includes a first address maintenance device 40A and a second address maintenance device 40B. The first address maintenance device 40A further includes a CPU unit 41a, a memory unit 42a, an address maintenance unit 43a and a communication unit 45a. The second address maintenance device 40B further includes a CPU unit 41b, a memory unit 42b, an address maintenance unit 43b and a communication unit 45b. In addition, the second address maintenance device 40B also includes a rule maintenance unit 44b. The first address maintenance device 40A is an existing user maintenance device. In contrast to the document transmitting device 10, the document distributing device 20 and the document receiving device 30 utilizes the addresses that are stored in the second address maintenance device 40B. The information in the second address maintenance device 40B is generated from the information in the address maintenance unit 43a of the first address maintenance device 40A and in the rule maintenance unit 44b of the second address maintenance device 40B. The control terminal device 50 allows the user to have access and to modify the data in the address maintenance unit 43a of the first address maintenance device 40A, the address maintenance unit 43b of the second address maintenance device 40B and the rule maintenance unit 44b of the second address maintenance device 40B.

Please replace the paragraph starting with "Now referring to FIGURE 3A" beginning on page 7, lines 23-32 and ending on page 8, lines 1-16 with the following amended paragraph:

Now referring to FIGURE 3A, a flow chart illustrates steps involved in a first preferred process of obtaining address information from the address maintenance device according to the current invention. The following steps will be described with respect to the units of the above described preferred embodiment as shown in FIGURES 1 and 2. In a step 1, the document transmitting device 10, the document distributing device 20 or the document receiving device 30 sends the second address maintenance device 40B an address information request. In a step 2, the second address maintenance device 40B receives the address information request. In response to the address information request, the second address maintenance device 40B in turn sends the first address maintenance device 40A an address retrieval request in a step S3. In a step S4, the first address maintenance device 40A receives the address retrieval request. The first address maintenance device 40A obtains an address definition table from the address maintenance unit 43a and returns the obtained result to the second address maintenance device 40B in a step S5. In a step S6, the second address maintenance device 40B receives the address definition table from the first address maintenance device 40A. In a step S7, it is determined whether or not an address definition is obtained from the step S6. If it is determined that the address definition is not obtained in the step S6, the first preferred process skips to a step S16 as continued onto FIGURE 3B. On the other hand, if it is determined that the address definition is obtained in the step S6, it is further determined whether or not the rule definition source is the first address maintenance device 40A in a step S8. If it is determined that the rule definition source is not the first address maintenance device 40A in the step S7 or S8, the first preferred process skips to the step S17 S16 as continued onto FIGURE 3B. In the step 16, the address definitions from the address maintenance unit 43b of the second address maintenance device 40B are returned to the document transmitting device 10, the document distributing device 20 or the document receiving device 30.

Please replace the paragraph starting with "Now referring to FIGURE 3B" beginning on page 8, lines 18-32 and ending on page 9, lines 1-8 with the following amended paragraph:

Now referring to FIGURE 3B, the first preferred process continues to perform the following steps according to the current invention. If it is determined that the rule definition source is the first address maintenance device 40A in the steps S7 and S8, it is further determined in a step S9 whether or not the address definition satisfies the conditions that are specified in the rule definition. If it is determined in the step S9 that the conditions are not met, the first preferred process skips to the step S16. On the other hand, if it is determined in the step S9 that the conditions are met, the first preferred process now performs a series of conversions. In a step S10, by applying a name generation method of the rule definition to the address definition, a converted name is obtained. In a step S11, an ID of the address definition and the ID of the rule definition are combined to obtain a new ID. In a step S12, by applying a type generation method of the rule definition to the address definition, a converted type is obtained. Similarly, in a step S13, by applying a delivery address generation method of the rule definition to the address definition, a converted delivery address is obtained. Based upon the above newly generated data from the steps 10 through 13, new address definition is generated in a step S14. In a step S15, the newly generated address definitions are returned to the document transmitting device 10, the document distributing device 20 or the document receiving device 30. In a step S17, the document transmitting device 10, the document distributing device 20 or the document receiving device 30 receives the address definitions from the step S16 or the newly generated address definitions from the step S15. In a step S18, it is determined whether or not every address definition has been processed. For the remaining address definitions, the first preferred process returns to the step S8. If there is no remaining address definition, the preferred process terminates.

Please replace the paragraph starting with "Now referring to FIGURE 4B" beginning on page 10, lines 16-32 and ending on page 11, lines 1-2 with the following amended paragraph:

Now referring to FIGURE 4B, in a step S32, by applying a type generation method of the rule definition to the address definition, a converted type is obtained. Similarly, in a step S33, by applying a delivery address generation method of the rule definition to the address definition, a converted delivery address is obtained. Based upon the above newly generated data from the steps 30 through 33, new address definition is generated in a step S34. In a step S35, it is determined whether or not an address definition exists with the same ID as the above newly generated address definition in any address maintenance unit. If the address definition with the identical ID exists in the step S35, the name, type and delivery address in the address maintenance unit are respectively replaced by those of the newly generated address definition in a step S36. On the other hand, if the address definition with the identical ID does not exist in the step S35, the name, type and delivery address of the newly generated address definition is stored in the address maintenance unit in a step S37. After either the step S36 or S37, it is determined in a step S38 whether or not every address definition has been processed. If any unprocessed address definition exists, the second preferred process returns to the step S28. On the other hand, all address definitions are processed, it is further determined in a step S39 whether or not the mark or flag from the step S23 exists. If any of the mark exits, the corresponding address definition is deleted from the address maintenance unit in a step S40. On the other hand, if no mark exists, the preferred process terminates without performing the step S40.

Please replace the paragraph starting with "The above new data" beginning on page 12, lines 27-32 and ending on page 13, lines 1-8 with the following amended paragraph:

The above new data is generated in the following manner. As a result of the step S10 or S30, "Katsumi Kanasaki, SRC" is generated. The new Name value is generated by appending, "-SRC" to Name as specified in the Name Generation Method in the above rule definition. Similarly, as a result of the step S11 or S31, the ID, "100-1" is

generated. As specified in ID Generation Method, the new ID generation is obtained by appending "-" and the current rule definition ID value to the Source address definition ID value. In the step S12 or S32, Type of the new data is generated based upon the Type Generation Method of the rule definition. Although the Type value may be converted, in the above example, since the new TYPE value is specified as the value of Type in the address definition in SRC, the new TYPE value remains the same in the new data. Finally, the step S13 or S33, the Delivery Address value in the new data is generated based upon the Delivery Address Generation Method in the rule definition. As specified in the Delivery Address Generation Method, "@src.ricoh.co.jp" is appended to the Delivery Address value of the source address definition to generate "kana@src.ricoh.co.jp."